

McKenzie Elementary PAC Meeting Minutes

Wednesday June 14, 2023

Meeting called to order at 6:32pm

Attendance: Shelley Pugh, Melanie Nielsen (recorder), Colleen Leithwood, Lana Hansen

Admin reps: Carmen Gauvreau, Jordana Beattie (incoming Vice Principal)

1. Intros & Territorial Acknowledgement
 - a. Incoming Vice Principal Jordana Beattie
2. PAC/Admin General Updates
 - a. Will **need shadow volunteers for fruit & veggie program, hot lunch program** (next year is leads' last year at McKenzie)
 - b. Country Grocer volunteer needed for next year - Lana volunteers
 - c. June 26 Fun Day - big bouncy castle and bouncy obstacle course on upper field, kids will have dedicated time for their classes in the morning
 - d. June 27 Grade 5 leaving, Tracy will get cupcakes
 - e. June 28 all school field trip to Gyro Park, teachers will be reaching out if parent volunteers are needed, using district school buses
 - f. Teacher appreciation event on June 30 admin day - how many staff? About 30
 - g. Meghan confirmed that we have prepaid for the hot lunch program
 - h. Div 1 and 3 going to Goldstream Monday, June 19
 - i. Digging - connecting daycare to sewer lines and were able to add a water spout in the garden
 - j. Clothing exchange give-away was very successful, thanks to everyone who helped organize
 - k. Idea of once-a-year self serve clothing swap for kids clothes
 - l. Plan for PAC meetings next year - alternate in-person and online, **PAC to confirm day and time**
 - m. October meeting in person, **PAC to get babysitter and send paper reminder home for K and Grade 1 parents**
 - n. Melanie to help with intro to PAC at first two days of K in September
 - o. Donation for ChromeBooks and iPads, another donation for outdoor play equipment
3. Treasurer Update
 - a. Please feel free to reach out to Shelley if you have any questions about PAC finances (Treasurer's Report attached)
 - b. \$10,456 preliminary number for fundraising this year
4. Elections
 - a. No nominees for President, Vice President
 - b. Shelley Pugh nominates herself for Treasurer, Lana seconds, all in favour (passed)
 - c. Please feel free to connect with Carmen if you are interested in a PAC position

Adjourned: 7:21pm

Next Meeting October 2023 in person (time and date TBC)

McKenzie PAC Treasurers Report At June 14, 2023

PAC Bank Balances	25,201.06
PAC Donations held in school PAC fund	<u>4,566.00</u>
Total Funds available	<u><u>29,767.06</u></u>

McKenzie PAC Fundraising Activities Sept-June 2022/2023

	<u>Revenue</u>	<u>Expenses</u>	<u>Profit</u>
			-
Cash Donation Drive	1,292.00	-	1,292.00
Welcome Back BBQ	1,998.75	1,066.75	932.00
WestCoast Seeds (2021/2022)	167.19	-	167.19
Mables Labels	66.83	-	66.83
SFD	6,266.55	3,848.45	2,418.10
Halloween Dance	1,195.35	356.57	838.78
Board game Night	181.69	25.05	156.64
Xmas Concert Bake Sale	736.75		736.75
Xmas Concert Silent Auction	518.00		518.00
Tree Chipping	1,500.15		1,500.15
Christmas Purdys	899.50		899.50
Valentines Dance	1,047.00	451.50	595.50
Grade 5 Pizza Fundraiser	771.00	436.00	335.00
WestCoast Seeds 2023	109.10		109.10
	16,749.86	6,184.32	10,456.44

<u>PAC OPERATING EXPENSES</u>	<u>Budget 22/23</u>	<u>Spent</u>	<u>Balance</u>
1. PAC administrtaive expenses	200.00	126.39	73.61
2. Supplies in support of activities	400.00	367.50	32.50
3. Speakers	250.00	175.00	75.00
4. Student / Teacher Recognition	300.00		300.00
5. Fun Day/Hot Dog Day	150.00		150.00
6. Misc	200.00		200.00
7. Special Request	300.00		300.00
8. Earthquake	200.00		200.00
9. Outdoor Project	20,000.00		20,000.00
Subtotal	22,000.00	668.89	21,331.11

Country Grocer G/C Balance	452.20
-----------------------------------	---------------

Notes

End of year disbursments:

Need to reimburse school \$3,000 bus and \$300 special request & fun day bouncy castle

Staff lunch cost to come out of country grocer g/c balance